Date

Department of General Services

Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275

51469-2167-1

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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

	the state of the s	Authorization					
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Criminal Petty Offense Citations and Fugitive Warrant Cases	2219	Section IV 2a, b, c	January 2004- December 2004	10	10/4/11	Shred
	Closed in <u>2004</u>						

Destruction Approved by Maryland State Archives

DGS 550-9 (Rev. 03/2010)

Signature of Court Official

Destruction Certification

District 02-02	July 26, 2011
Court	Date
Somerset County	
County	

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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

		Authoriz	ration				
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
a l	Criminal Petty Offense Citations and Fugitive Warrant Cases	2219	Section IV 2a, b, c	January 2005- December 2005	10	19411	Shred
				7			
	Closed in 2005						

Destruction Approved by Maryland State Archives

Signature of Court Official

Destruction Certification

Date

District 02-02	July 26, 2011	
Court	Date	
Somerset County		
County		

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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

		Authorization					
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Criminal Petty Offense Citations and Fugitive Warrant Cases	2219	Section IV 2a, b, c	January 2006- December 2006	10	1941.	Shec
	*						
	Closed in 2006						

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State Archivist

Signature of Court Official

Destruction Certification

Date

District 02-02	July 26, 2011
Court	Date
Somerset County	
County	

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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

		Authorization					4
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Criminal Civil Citations/Municipal Infractions	2219	Section IV 2a, b, c	January 2004- December 2004	2	1941.	Shred
		,					
	Closed in <u>2004</u>						

Destruction Approved by Maryland State Archives

9 Avg 11 Date

State Archivist

Connie Surley

Signature of Court Official

Destruction Certification

County Clerk

Date

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District 02-02	July 26, 2011
Court	Date
Somerset County	
County	

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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

-		Authoriz	ation				, I
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Criminal Civil Citations/Municipal Infractions	2219	Section IV 2a, b, c	January 2005- December 2005	2	19411	Shec
			-				
	Closed in						

Destruction Approved by Maryland State Archives

9 Augll Date

State Archivist

Signature of Court Official

Signature of Court Official

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Title Date

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District 02-02	July 26, 2011
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Somerset County	
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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

		Authoriz	ration				
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Criminal Civil Citations/Municipal Infractions	2219	Section IV 2a, b, c	January 2006- December 2006	2	10/4/11	Shed
		-					
	Closed in 2006		6				

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District 02-02	July 26, 2011
Court	Date
Somerset County	
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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

		Authoriz	ration	1 2			
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Criminal Natural Resources Citations	2219	Section IV 2a, b, c	January 2004- December 2004	2	1941	Shred
						= =	
	Closed in <u>2004</u>						

Destruction Approved by Maryland State Archives

9 Aug 11 Date

State Archivist

Conne Surley

Signature of Court Official

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Title Clerk 1

Date

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District 02-02	July 26, 2011	Department of General Services	
Court	Date	Records Management Division 7275 Waterloo Road (Rte. 175)	51469-2167-8
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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

	*	Authoriz	zation				
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
- 1	Criminal Natural Resources Citations	2219	Section IV 2a, b, c	January 2005- December 2005	2	10/4/11	Shred
					He .		
				. = -		9	= =
	Closed in 2005						

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9 Aug 11	I fever a gentin	Conne Surley	County Clerk	10/4/1
Date	State Archivist	Signature of Court Official	Title	Date

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District 02-02	July 26, 2011
Court	Date
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		Authoriz	zation				
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Criminal Natural Resources Citations	2219	Section IV 2a, b, c	January 2006- December 2006	2	19411	Shred
		1					
	Closed in <u>2006</u>						

Destruction Approved by Maryland State Archives

Date

State Archivist

Signature of Court Official

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Title

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Date

District 02-02	July 26, 2011
Court	Date
Somerset County	4 .
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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

		Authoriz	ation				- 7
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Traffic Batch Envelopes, Folder Contents	2219	Section IV 2a, b, c	January 2004- December 2004	2	10/4/11	Shred
	Closed in 2004						

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State Archivist

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Date

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		Authoriz	zation				1
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Traffic Batch Envelopes, Folder Contents	2219	Section IV 2a, b, c	January 2005- December 2005	2	10/4/11	Shreo
	Closed in 2005						

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Court	Date
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		Authoriz	ation				
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Traffic Batch Envelopes, Folder Contents	2219	Section IV 2a, b, c	January 2006- December 2006	2	10Hu	Shred
	Closed in 2006						

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1 Aug []
Date

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District 02-02	July 26, 2011
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		Authoriz	ation				
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Civil	2219	Sec II Item 2	Janurary 2004- December 2004	10	19411	shred
			×				*
	Closed in 2004						

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9 Aug | 1 Date

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District 02-02	July 26, 2011
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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

		Authoriz	ation				
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Civil	2219	Sec II Item 2	Janurary 2005- December 2005	10	194111	Shred
	Closed in <u>2005</u>						

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Court	Date
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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

		Authoriz	zation				
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Civil	2219	Sec II Item 2	Janurary 2006- December 2006	10	194/11	Shed
	The state of the s				891		
					: 6		
		-			J.		
	Closed in 2006						

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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

			Authoriz	zation				7
No.	Description of Records (Same Title as lis	ted on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Landlord/Tenant Non Money Judgments Failure to Pay Rent/Warrant of Restitution	on	2219	Sec VI Item 2	January 2004 - December 2004	1	19411	Shred
				-				
	Closed in <u>2006</u>							

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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

		Authoriz	zation				
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Landlord/Tenant Non Money Judgments Failure to Pay Rent/Warrant of Restitution	2219	Sec VI Item 2	January 2005- December 2005	10	194/11	Shred
	Closed in 2005						

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Dunty Clerk

Date Date

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District 02-02	July 26, 2011
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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

		Authoriz	zation				
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Landlord/Tenant Non Money Judgments Failure to Pay Rent/Warrant of Restitution	2219	Sec VI Item 2	Janurary 2006- December 2006	10	19411	Shed
	Closed in 2006					=	

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Court	Date	Records Management Division 7275 Waterloo Road (Rte. 175)	51469-2167-19
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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

L.		Authorization		_ 11-1-20			
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
i d	Special Proceedings	2219	Sec III Item 2	January 1994- December 1994	1	19411	Shreo
		40					
				150			
	Closed in <u>1994</u>		31				

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		Authoriz	ration				
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Special Proceedings	2219	Sec III Item 2	January 1995- December 1995	1	10/4/11	Shred
	Closed in <u>1995</u>						

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9 Aug 11 Date

State Archivist

Signature of Court Official

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ounty Clerk

Date

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District 02-02	July 26, 2011
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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

		Authoriz	ration				
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Special Proceedings	2219	Sec III Item 2	January 1996- December 1996	1	10/4/11	Shree
	Closed in <u>1996</u>						

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District 02-02	July 26, 2011	Department of General Services	

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

		Authorization					
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Special Proceedings	2219	Sec III Item 2	January 1997- December 1997	1	194411	Shree
						∞	
	7			=			
	Closed in 1997						

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1 Aug 11	Percela genfor	Corne Hurley	County Clerk	1941
Date	State Archivist	Signature of Court Official	Title	Date

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Court	Date
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County	

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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

		Authoriz	ration	A D			
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Special Proceedings	2219	Sec III Item 2	January 1998- December 1998	1	19411	Shred
	Closed in <u>1998</u>	~					-

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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

No.		Authorization				\$ 1, 1 1 to	
	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Fiscal/Accounting Miscellaneous Accounting Records: Receipt and Disbursement Journals, Reconciliation and Trial Balance Sheets, Traffic Payment Batches	2219	Sec V Item IC.	January 2004 - December 2004	1	194/11	Shred
	Closed in 2004						

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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

No.		Authorization					
	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Fiscal/Accounting Miscellaneous Accounting Records: Receipt and Disbursement Journals, Reconciliation and Trial Balance Sheets, Traffic Payment Batches	2219	Sec V	January 2005 - December 2005	1	10/4/11	Shred
	Closed in 2005						

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No.		Authorization					
	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Fiscal/Accounting Miscellaneous Accounting Records: Receipt and Disbursement Journals, Reconciliation and Trial Balance Sheets, Traffic Payment Batches	2219	Sec V	January 2006 - December 2006	1	10/4/11	Shred
	Closed in 2006						

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